British Academy Early Career Researcher Network Seed Funding Scheme

Application Guidance 2025-26

This guidance is intended to provide you with helpful information and details to assist you in completing the form. If you have any questions or encounter any issues while filling it out, please don't hesitate to email us at ecr_network@thebritishacademy.ac.uk

1. Eligibility Declaration

ECRN ID Number:

- Enter your unique Early Career Research Network (ECRN) ID number. This will have been provided upon joining the network.

Cluster Region:

- Select the region that corresponds to your location from the provided options (e.g., London, Midlands and Mid Wales). By selecting your Cluster, the ECRN Team can allocate the relevant ECRN officer to support with the application review process. ECRN members are associated with a Cluster in the UK. As a standard, your Cluster is usually defined by the institution you are affiliated with.

ECRN Active Member:

- Confirm that you are an active member of the British Academy Early Career Researcher Network and that you have attended at least three network events, online or in-person. (ECRs joining in September from the new South East, East of England and Yorkshire and Humber Clusters will be exempt from this event attendance requirement).

ECRN Previous Funding:

- Indicate whether you have received funding from the ECRN for previous events or seed funding. ECRN members can only be awarded once for the ECRN Seed Fund. Previous co-applicant awardees can apply again as a lead applicant.

2. Contact Details

Lead Applicant Contact Details:

- Complete your full name, title, organisation, and contact information. Double-check the accuracy of your email and telephone number to ensure we can reach you.

Co-Applicants (if applicable):

- If there are any co-applicants, list their names here. **Please note Co-applicants must be BA ECRN members.**

3. Lead Applicant Career Summary

Present Appointment:

- State your current job title or position.

Present Employing Institution:

- Provide the name of the institution where you are currently employed.

Present Department:

- Indicate the department or faculty where you are based.

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4. Research Proposal

Title of Research Proposal:

- Enter the title of your research project. Keep it clear and concise.

Abstract:

- Write a short summary of your research proposal, suitable for a general audience. Focus on the key points of your research in clear and accessible language. The limit on this field is 150 words

Project Start Date:

- Please state the start date of the proposed research. Please note the start date must be between 1st March 2026 and 31st March 2026.

Project End Date:

- Please state the end date of the proposed research. Please ensure the end date is no more than 9 months after the start date.

Proposed Programme:

The proposal must:

- clearly specify the context, and research objectives of the proposed study,
- describe the methodology to be used, and
- set out a realistic research programme, describing the activities that will take place, and explaining how they will contribute to the achievement of the research objectives

It is essential that applicants clearly state the reasons why funds are needed. For example, it is not sufficient to state that the applicant will visit a particular archive: adequate details must be provided of sources to be consulted, and the length of visit must be clearly justified. The applicant should briefly explain why alternative access to material, such as microfilm or internet access, is not appropriate.

Grants are intended only for the planning and conduct of primary research. They are not available to cover the costs of spending time at another institution for purposes such as the writing up of primary research. All applications must clearly itemise the research programme to be undertaken at any location. Convenience is not a justification. If support is sought for visits between UK and overseas scholars, applicants should clearly explain the purpose of the meeting(s).

Plan of Action:

- Provide a timeline for your research project. Ensure that the plan is realistic and achievable, even if it may change as the research progresses.

Overseas Travel: Country/Institution:

- Where overseas travel is to be undertaken, please list the most significant country (up to two can be chosen) to be visited under "Overseas travel – country"; and if your research involves working in a particular overseas institution, and/or working in other countries to which you will travel in connection with this application, please give details under 'Overseas travel – institution'.

- This information is used for monitoring purposes and may be provided to sister Academies or other organisations which have agreements or links with the British Academy, or the British International Research Institutes. Relevant information about the proposal, including, with the consent of the applicant, contact details, may be shared with the sister Academies or Institutes where this is part of the assessment process, or where joint funding is available (see our website for list of organisations with which the Academy has links).

Research Leave Granted/Permission Obtained

- If it is necessary for you to obtain research leave in order to undertake this research project, has this already been granted?

Links with the British International Research Institutes

- Please note that scholars may not apply for cash support from both the British Academy and the British International Research Institutes. There is no bar to applicants seeking cash support under the Small Research Grants scheme, and logistical, permit-related, or other non-cash assistance from an Institute or Society. If the project is funded by an Institute or Society, an application may not be submitted under the Small Research Grants scheme. If your research will take you to a country or region in which one of the British International Research Institutes operates, you are strongly encouraged to make contact with them before completing this form so that you can take account of any relevant expertise, facilities and logistical advice: details can be found on the Academy's website here.

- The word limit for this optional section is 500 words.

Language Competence

- The Academy expects that applicants will have any language skills necessary to conduct the research. If relevant, please state the level of language competence of the applicant and other participants or otherwise explain how the objectives of the research will be met.

Role of Other Participants (if applicable):

- Explain the contributions of any other participants involved in the project, noting any specific expertise or specialism.

Added Value of Collaboration:

- Discuss the significance of the collaboration, including its timeliness and the benefits it will bring to the project.

Ethical Issues * This field is mandatory and must be addressed by all applicants.

- Are there any special ethical issues arising from your proposal that are not covered by the relevant professional Code of Practice? Have you obtained, or will you obtain, ethical approval from your employing institution or other relevant authority?

- It is not expected that any special ethical issues will arise that are not already covered by relevant professional Codes of Practice. The normal expectation, therefore, will be that applicants should answer the pair of questions with the answers no and no. If there are any special issues arising, but they have already been cleared by approval from a relevant authority, please answer yes and yes. If any special issues arise and approval has not yet been obtained, please answer yes and no, and provide more explanation.

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5. Co-Applicant Career Summary (if applicable)

Co-Applicant Contact Details:

- Fill in the full contact details of your co-applicant, if applicable. Ensure that all information, such as email and telephone number, is correct.

Co-Applicant Present Appointment, Institution, and Department:

- Similar to the primary applicant, provide the current job title, employing institution, and department of the co-applicant.

- Co-applicants for the Seed Fund must have attended at least 3 Network events. Please use this field to confirm that the co-applicant meets this requirement.

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6. Financial Details

Budget:

- Enter the proposed costs for each budget heading, including travel, accommodation, consumables, etc. Ensure that the costs are accurate and realistic.

Justification of Costs:

- Justify the costs you have included in the budget. Clearly explain how the funding will support your research, and avoid overestimating expenses.

Eligible and ineligible costs

Eligible Costs	Ineligible Costs
Travel and maintenance away from home	Research assistance
Event costs (meetings, conference, workshops) to advance the research.	Short-term consultancy or salary costs of expert staff
Consumables (i.e. purchase of datasets, photocopies, microfilms, equipment costs, and any other minor items that will be used up during the course of the project – Maximum **£500**	Computer hardware, including laptops, tablets, electronic notebooks, digital cameras etc.

Specialist software (excluding commonly available office packages) and web development costs (for the duration of the award period)	Permanent resources and equipment or any elements that should properly be ascribed to departmental or university overheads (instead, making a justified case for hiring or reusing this equipment within the department, would be eligible)
Costs of interpreters in the field	The preparation of camera-ready copy, copy-editing, proof-reading, indexing, or any other editorial task
Incidental translation expenses (please see note 1)	Subventions for direct production costs (printing, binding, distribution, marketing etc.)
The costs of preparing illustrations, including photography, acquisition of images, draughtsmanship and cartography or other bespoke illustrative material; and the costs of reproduction rights for text or images. (please see note 1)	Costs of publication in electronic media or journal submission fees
Small scale participant incentives e.g. vouchers, payments made by survey providers. Please note direct cash incentives are NOT eligible.	Payment to the principal/co-researcher(s) in lieu of salary, or for personal maintenance at home
Printing costs	Speaker and Course Facilitator fees
Books and Publications – Maximum **£200**	Replacement teaching costs
Zoom, Go webinar, Skype costs	Travel/maintenance expenses for purposes such as lecture tours, or writing up results of research
	Care for children or other relatives when travelling
	Apprenticeship levy
	Institutional overheads

Note 1: The case made must be explicitly approved by the Academy.

Value of Academy's Support:

- Briefly describe the significance of receiving support from the Academy, and how it will impact your project.

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7. Equal Opportunities

Gender, Age, Ethnic Origin, Disability:

- Complete this section by selecting the appropriate options that correspond to your identity. If you prefer not to disclose, select the "prefer not to say" option where applicable.